



# City of Annapolis

Department of Planning & Zoning

145 Gorman Street, 3<sup>rd</sup> Fl

Annapolis, MD 21401-2535

[PlanZone@annapolis.gov](mailto:PlanZone@annapolis.gov) • 410-263-7961 • Fax 410-263-1129 • TDD use MD Relay or 711 • [www.annapolis.gov](http://www.annapolis.gov)

## Historic Preservation Commission

June 26, 2014

The Historic Preservation Commission (HPC) of the City of Annapolis held its regularly scheduled public meeting on June 26, 2014 in the City Council Chambers. **Chair** Kennedy called the meeting to order at 7:30pm.

**Commissioners Present:** **Chair** Kennedy, **Vice Chair** Leahy, Kabriel, Finch, Phillips, Toews, Zeno

**Staff Present:** Craig-Historic Preservation Officer

**Chair** Kennedy introduced the commissioners and staff. She stated the Commission's purpose pursuant to the authority of Land Use articles and administered the oath en mass to all persons intending to testify at the hearing.

### C. APPROVAL OF MINUTES

The HPC deferred voting on the April and May meeting minutes to its July meeting.

### D. ANNOUNCEMENTS

Ms. Craig reminded members that the registration for the National Alliance Preservation forum is now full.

### E. PRE APPLICATION

**Chair** Kennedy reminded those present that this is an informal discussion and held as a courtesy to the applicants to determine feasibility as well as to address any other issues of concern that may arise at the hearing. This review does not constitute an approval and nothing discussed in this session will be binding on the commissioners or applicants.

All parties participating in the pre application discussions below acknowledge their acceptance by nodding.

#### 1. 107 Duke of Gloucester Street/Charles Carroll House – Eileen Leahy – Front porch restoration.

**Vice Chair** Leahy and Ms. Phillips both serve on the Charles Carroll House Board so recused themselves from participating in this pre application discussion.

Mr. Brian Washburn, Jr., discussed the proposal for a new porch on the Charles Carroll House indicating that the existing house had a porch that was removed. The applicants would like to construct the new porch in the existing footprint. Mr. Washburn provided drawings and photographs of the existing porch for review. The HPC asked for the confirmation of the source of the drawings and photograph which he agreed to provide. The HPC asked for the sequence of dates to show how the project evolved to its current conditions. There also needs to be documentation of how the new staircase will be differentiated from the door.

**Chair** Kennedy **summarized** that the HPC agrees that the project is subject to strict review and there needs to be a lot of detail as well as historic background that needs to be worked out to bring the project to feasibility. For clarification purposes, there needs to be more information on the source documents to address where they come from and a trail on the materials if salvaged material is to be

used. The history of the changing grade should be a part of the presentation, not just the actual building itself but the landscape and setting in which the building will be placed. There are questions about the reason for the upper railings because there was negative feedback on the use of the rubble stone as it does not comply with the differentiation component. There were questions about the massing of the brick staircase so would need a full front elevation of the structure showing the relationship of the new and old components as well as may want to bring in brick samples. Majority of the HPC agrees the simple staircase is sufficient for differentiation but will be confirmed by the materials proposed for use. If the applicant intends to close off the bottom door need to discuss how the visual access will be addressed. She concluded that the fundamental message to take away is that there needs to be a whole lot of historical documentation regarding the evolution of the building, the site, the components including the modern wing specifically when that side of the house was transformed, the archaeological, architectural, documentary evidence and materials.

**2. 86 Conduit Street** – Patrick and Tamara Dowd – Rear second story deck.

Mr. Patrick Dowd described the proposal to construct a second story deck on the rear of the house to be partially located over one story sunroom. He provided renderings of the current conditions and the proposed conditions. The HPC asked for Sandborn documentation on when the bump out was constructed.

**Chair Kennedy summarized** that a majority of the commissioners present believe that the application will be reviewed under the rooftop deck and addition guidelines. There has been guidance to ensure that DNEP is the next step relating structural requirements, setbacks of property lines and setbacks on when the new structure is interfaced with the gambrel roof to ensure that architectural elements is maintained. Additional information will be required on when the original building was built. The materials needs to be traditional and specifications provided. The site plan needs to be provided and the guidance is to make the case for compliance.

**F. ADMINISTRATIVE BUSINESS**

**2. 50<sup>th</sup> Anniversary of National Historic Landmark Designation**

Ms. Craig distributed the National Historic Landmark application dated June 23, 1965 and explained that it is one of two that went through the formal review process by the National Park Service. She noted that the 50<sup>th</sup> Anniversary will be celebrated so wanted to provide a copy of the National Historic Landmark (NHL) documents. She suggested having the National Park Service attend the event to present the City with a landmark plaque. She is hoping to establish a working group to work on celebratory events and how these events can be used as a platform for future celebrations. Members were encouraged to consider those who may be interested in volunteering to assist in the effort.

**1. Discussion on updates/revisions to Historic District Ordinance/Design Guidelines**

**Chair Kennedy** noted that the HPC is approaching the 10<sup>th</sup> year since the ordinance and guidelines have been reviewed. There is no timeline, but it has to be completed. Ms. Finch suggested tying a legislative event into the 50<sup>th</sup> Anniversary celebration.

**The next meeting is scheduled for July 24, 2014 at 7:30pm at the City Council Chambers.**

Mr. Toews moved to adjourn the meeting at 9:13pm. Ms. Phillips seconded the motion. The motion passed unanimously in a vote of 6-0.